

Jasper County Animal Control Board

Public Meeting Minutes

March 14, 2016

Chairperson Pauline Boring called the meeting to order at 5:45 p.m. Members in attendance were: Pauline Boring, Pat Williamson, Del Cleek, Marissha Mathews, Shelter Director Mark Sinclair and Part Time ACO/Board Secretary Abbey Todd. There were approximately 7 citizens also in attendance.

Because there was not a quorum last meeting, minutes from the January meeting had to be approved, along with February's. Del moved to approve the minutes from both meetings and Marissha seconded. It was then passed unanimously.

The next order of business was the shelter reports. They were emailed to all of the board members prior to the meeting. There were no questions pertaining to them. Mark then gave his director's report. He stated that there were many volunteers through the month. One of the volunteers painted the dog kennels. He then advised everyone that the shelter received a new hire, Tricia Curry. He said she is working out well. There has been work on the county website. The minutes have been added thus far, along with the Animal Control Ordinances. He advised everyone that the shelter is now open until 5:00 p.m. again and on Saturdays. The cat room has been organized again to improved efficiency and an exam table has been added. There has also been a security light installed in the front corner of the shelter to better illuminate the parking lot. He went on to say that he and Abbey attended mace training at the sheriff's department. He also said that Abbey and Tricia organized one of the sheds to better utilize the space. The shelter has also gained new rescue organizations in an effort to place the animals. Lastly, he stated that he will be attending euthanasia training at the end of March.

Unfinished Business:

SOP: Mark handed out a rough draft of the SOP that he has created so far. He advised everyone that it is not finished yet and more categories need to be added. Del asked what kind of categories. Mark replied with the on-call status, euthanasia policy, and administrative procedures. He went on to say that it may be close to 100 pages. Everyone agreed that Dr. Mallory needs a copy to review.

Aggressive Dog Policy: Pauline stated that the shelter does not want to be breed specific anymore, like with the pit bulls. Mark handed out a statement from Kendall Culp on the matter. Pauline commented saying the response was not black and white. Marissha asked how Lake County Animal Shelter adopts out pit bulls. Abbey responded saying that they do background checks. Mark added that they also have more staff to do so. Del stated that she would like the shelter to adopt the SAFER program through the ASPCA. It is a program on behavior testing dogs to make sure they are suitable for adoption. She would like to check into classes and believes that it might help for potential adopters insurance. Until this is completed, Del moved to follow the current policy. Pat seconded and it was passed unanimously.

Owner Surrender Policy: Mark stated that he contacted 5 counties to ask about their owner surrender policy. Out of the 5, 4 of them have fees that range from \$5 to \$65. White County does not have a fee because they take the animals straight to the vet. Pauline stated it will take some time to have this

policy in place. First a policy needs to be written and then approved by the Board. Next, the commissioners need to approve it. Lastly, an ordinance needs to be written to cover the fees. Marissha had the concern of dogs being dumped. Pauline answered saying that she is not sure if that would happen or not. Mark also brought to the board's attention that 2 counties increase the cost of surrendering by how many animals a person were to bring in. Pat asked if Mark had talked to the counties about an increase in dumped animals. Mark answered saying that the counties noticed no difference and most people don't have an issue paying the fee. Del stated that most people surrender because the animal is not trained or they are moving. Mark also stated that he would like to charge people more if the animal had never been to the vet or write them a citation for harboring a non-immunized animal. Del agreed. Abbey then said that most people expect an owner surrender fee when they call. Del asked if we could get a different account for the money to go into. Pauline responded saying that it is the commissioner's choice. Pauline ended saying the Mark needs to create a policy for presentation for the next meeting.

Live Trap/Carrier Policy: The policy had been sent to the members prior to the meeting. Del moved to go forward with it and Marissha seconded. It was passed unanimously. The next step is to take it to the commissioners for approval.

Bylaws: Del stated that she has not been working on them yet, due to personal obligations. Pauline said they need to be done in the near future. The matter was tabled for a later date.

New Business:

Indiana House Bill 1201: Pauline advised everyone that the bill is now awaiting the Governor's signature. It requires all rescues to register with the state and all animals that are adopted to be spayed/neutered before being released. There is a 5 year grace period for affected groups to comply. The ordinance may be in compliance already, but the county attorney needs to review them to be sure.

Rescue Organization-Require 501c3: Pauline asked the board if they would like to require rescues to have a 501c3 before being allowed to pull animals from the shelter. Del thinks they should. Pat thinks it would add some weight to the rescue. Mark passed out the rescue verification sheet. It is a review of all of the rescues the shelter uses currently. The vets were called to verify that the rescues were fit to be used. Abbey stated that she made the calls and didn't hear anything bad about any of the rescues. Pauline stated that she believes the rescues should be asked for their 501c3 form, but not require it. Mark was asked to write a policy concerning this matter. New rescues were presented for approval from the board. Pat moved to approve the new rescues and Del seconded. They were approved unanimously.

Vacant Weekend Kennel Assistant Position: Mark advised everyone that Jordan Wright, the weekend kennel assistant, put in her two weeks' notice. He said this was due to the travel distance and better pay at her other job. He went on to say that the shelter still has a lot of applications and he would not like to advertise. Pat stated that the shelter does not need to. Pauline reminded everyone of the county hire freeze and that they need commissioner approval to hire someone new. Del asked if it applied for a replacement. Pauline confirmed that it still applies. Permission to hire someone new will be asked at the next commissioner meeting in April.

Vacant District 3 Board Position: Pauline advised everyone that Cole Buschman resigned from the Animal Control Board and they will need a replacement. Del asked where district 3 is located. Abbey responded saying that it is most of Rensselaer City and South. The board is to be on the lookout for a new member.

Exercise Yard for Shelter Dogs: Mark explained his plan for an exercise yard for the shelter dogs. He said he received two quotes from different companies. One was for \$12,000 and the other was for \$10,000. Mark thinks that this is too much money to spend on a fence, so his idea is to buy the materials and put the fence up with the help of volunteers. Pauline stated that she would like to use the donation money to purchase the materials. She said they will need the approval from the commissioners and council. Mark also stated that no one knows how far south the shelter property goes. Everyone had some volunteers in mind to help.

Pat took a moment to tell Mark that he appreciates all of his hard work. Pauline also stated that she is very impressed with how things are going.

Citizen Comments:

Dena Damian was the first citizen to speak. She asked what happens to pit bulls when they come into the shelter. Abbey responded saying that they go to rescues. Dena said she would be willing to volunteer her time to screen animals and do vet checks on potential adopters. Her next question was what if the owners of an animal lie about it being a stray so they don't have to pay the fee. Pauline answered saying that there is no way to tell. Dena then said she would like the shelter reports for each month. Pat advised her that she would need to fill out a public information request form to retrieve them. She said she would mainly like the intake disposition sheet. Pat said she will need to put that on the request form or she could also call and get the numbers. Pauline said she can either look on the shelter computers or pay for copies. Mark said he will have the form ready a day or two before the meeting.

Kim Mainardi was the next citizen to speak. She asked if anyone was able to reclaim animals. Mark answered saying that it depends and the shelter would need that information prior to pick up. Her question was about a dog named Jack that was picked up from Fair Oaks. Mark said that he had spoke with the owner about the reclaim before they arrived. Kim thought the owner was in jail. Abbey and Mark advised her that the woman who called must have been a wife or girlfriend of the man in jail and could still have ownership. Pauline stated that Mark and Abbey will look into the matter and get back with her.

Del moved to adjourn the meeting and Marissha seconded. Everyone agreed unanimously and the meeting was adjourned at 6:37 p.m.

Submitted by Abegail Todd

Animal Control Board Secretary